



MINUTES

Cumberland County Commissioners' Workshop Meeting

June 29, 2017 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: www.ccpa.net

Board of Commissioners Present: Commissioners Vince DiFilippo, Jim Hertzler and Gary Eichelberger.

Quorum: Yes

Staff Present: Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk; Jennifer Crum, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Jennifer Goetz, Mick Burkett, Human Resources; Dana Best, Ron Snow, Finance; Al Whitcomb, Lynn Grew, Mike Clapsadl, Controllers Office; Mark Adams, IMTO; Silvia Herman, MH/IDD; Ron Hoover, Sheriff's Office; Jack Carroll, Ryan Simon, Drug & Alcohol; Robin Weigle, Assessment; Jamie Mitchell, Court Administrators; Michelle Sibert, Victim Services; John Lopp, Facilities; Bob Ritter CNRC; Tammy Shearer, Recorder of Deeds; Coleen Smith, Children & Youth.

VTC: Sandy Gurreri, Aging & Community Services; Claudia Garner, Public Safety; Kirk Stoner, Stephanie Williams, Planning; Justin Miller, Recycling & Waste;

Outside Agencies: Mary Kuna, Christopher DiFione, Cumberland Area Economic Development Corporation.

Others Present: Donna Martin, Caroline Newharth, Citizens

Media: Dawn White, ABC 27.

Call to Order: Chief Clerk Larry Thomas called the meeting to order and led the Pledge of Allegiance to the Flag.

Public Comment: Carolyn Newhart and Donna Martin spoke regarding In – Home Care. Working through the Office of Aging for the service she originally had care five days a week. With her new service provider the case worker does not provide the service and the quality of care needed. Commissioner Hertzler stated he will look into the issue with the Office of Aging.

Certificate of Special Recognition: The Board of Commissioners presented a Certificate of Special Recognition to Ron Hoover In Memory of Beloved Member of the Cumberland County Sheriff's Office and Faithful Public Servant K9 Magnum.

Letter of Support East Penn Drive Project — DCED Multimodal Transportation Fund: Mary Kuna discussed the East Penn Drive project and requested a letter of support to apply for a grant (see attached). The amount of the grant is \$2,096,500. The project will include apartment units, retail space, transportation and pedestrian enhancements. Commissioner Hertzler questioned if funding will come from both PennDOT and DECD. Mary stated that they are applying to both agencies as an opportunity to receive all available funds for the project.

Resolution 2017-20 Re: Budget Adjustments: Dana Best reviewed Resolution 2017-20 regarding budget adjustments for Claremont Nursing Home and Children and Youth (see attached).

CNRC Application to Become a Provider for Geisinger: Bob Ritter explained that the application needs to be submitted to Geisinger for them to consider Cumberland County into their Health Care Plan (see attached).

Engagement Letter with MaherDuessel (CPA for PEMA): Claudia Garner explained the audit process through PEMA for the County's 911 program for years 2016 and 2015. The application is due June 30, 2017. Commissioner Hertzler made a motion to approve the PEMA Audit. Commissioner Eichelberger seconded the motion and it unanimously carried.

2017-2018 Cumberland County Human Services Block Grant Plan: Jack Carroll reviewed the Human Services Block Grant Plan and asked for approval to proceed with the HS Block Grant Plan. Commissioner Hertzler asked if it is still our intent to provide the same level of funding. Jack stated yes that will stay the same. Throughout the fiscal year the budget will be reviewed. Commissioner Hertzler mentioned the Homeless Assistance program and would like a round-table discussion to address the issues. This would be a combination of local agencies to coordinate an effort to enhance the program.

Contracts/Grants: — Sandy Moyle asked the Board if there are any questions on the following agreements. There are none.

- I. * *Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:*
 - a. **Agging & Community Services Agreement:**
 - NHS Stevens Center
 - b. **Children & Youth Services Agreements:**
 - Families United Network, Inc.
 - The Glen Mills Schools — (Continuation)
 - Richard M. Dracha, ACSW, LSW, Agape Associates
 - c. **Claremont Nursing & Rehab Center Agreement:**
 - Kinkora Pythian Home
 - d. **Drug & Alcohol Agreements:**
 - Clem Mar House, Inc.
 - Firetree Ltd.
 - Nuestra Clinica, DBS Spanish American Civic Association for Equality, Inc.
 - NHS Human Services, The Stevens Center
 - Gaudenzia, Inc.
 - Perry Human Services
 - UHS of PA, Inc. – Roxbury Treatment Center
 - Teen Challenge Training Center, Inc.
 - Alder Health Services, Inc.
 - e. **Facilities Maintenance Agreement:**
 - UGI — (Addendum)
 - f. **Public Safety Agreement:**
 - SSC Consulting LLC — (Addendum)

- II. * *New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:* (see attached)
- a. **Aging & Community Services Agreements:** — (Sandy Gurreri)
 - Central PA Food Bank – Additional \$4,800 available went to the food bank.
 - Menno Haven, Inc. Non-Profit – Elderly day care program for the Shippensburg Area
 - Christopher Royer, Psy.D – psychological evaluations for protective services – travel was added.
 - b. **Assessment Agreement:** — (Robin Weigle)
 - SSS Printing – No changes to the actual cost; however, the maximum amount in Lawson is being increased to cover costs. Commissioner Eichelberger requested that a solution be arranged to clarify contract agreement totals and Lawson paperwork.
 - c. **Claremont Nursing & Rehab Center Agreements:** — (Ron Snow)
 - Victoria M. Adams – Increase of \$1,650 - Commissioner Hertzler questioned how often the service is done. Mr. Ritter explained that there are approximately 23 services a day.
 - Allied Resource Medical Staffing — (Addendum) – For RN, LPN, CNA’s as needed.
 - d. **Controller Agreements:** — (Lynne Grew)
 - Thomson Reuters — Paperless Audit Software Project
 - Thomson Reuters — PPC Smart Practice Aids, Field Work Module - \$1,265 – Paperless Audits. All paid for from the Record Improvement funds.
 - e. **Court Administration Agreement:** — (Melissa Calvanelli)
 - ThomsonWest – Transferred from LexisNexus to ThomsonWest. Cost decreased to \$4,600/month
 - f. **District Attorney/Victim Witness Grant:** — (Michelle Sibert)
 - Requesting Permission to Apply for a New Grant Regarding Emerging Child Advocacy Centers (CACs) & Multidisciplinary Investigative Teams (MDITs) Commissioner Eichelberger made a motion to approve the grant. Commissioner Hertzler seconded the motion and it unanimously carried.
 - g. **Drug & Alcohol Agreements:** — (Ryan Simon)
 - Clear Brook, Inc. – 10% Increase
 - Daystar Center for Spiritual Recovery – 15% Increase
 - Treatment Trends, Inc. – 3% Increase
 - UHS of PA — Roxbury Treatment Center - Increased 3%
 - Wilkes-Barre Behavioral Hospital Company (Choices) – Increased 10%
 - Perry Human Services – Perry County provider cut funding - \$10,000 Increase
 - Substance Abuse Services, Inc. d/b/a The RASE Project – Increased \$25,300
 - JFT Recovery & Veteran’s Support Services, Inc. – Full year service vs. half year
 - Gaudenzia, Inc. – In-Patient Providers
 - h. **Human Resources Agreement:** — (Mick Burkett)
 - Property & Liability Insurance Renewal 2017/2018 Policy Period – Increased \$13,800/year due to additional staff. Commissioner Hertzler made a motion to approve the insurance. Commissioner Eichelberger seconded the motion and it unanimously carried. Commissioner Hertzler would like an explanation why CCAP was not in the position to submit a quote.
 - i. **MH/IDD Agreements:** — (Silvia Herman)
 - Amy Hempt, ME, CCC-SLP — (Addendum) – Increased \$1,765
 - Susquehanna Software, Inc. – Tech Support increased \$600 from last year.

- j. **Public Safety Grant Agreement:** — (Claudia Garner)
- Pennsylvania Emergency Management Agency's (PEMA) State Fiscal Year 2017/2018 — Radiation Emergency Response Fund (RERF) Grant Agreement for Cumberland County – \$22,061 – no county match.

- k. **Recycling & Waste Agreement:** — (Justin Miller)
- Deacon Equipment Co. Inc. – Maintenance and Repair work – various increases
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Draft Electronics Recycling Center Monetary Policy & Procedure: Justin Miller reviewed the Policy for the Electronics Recycling center regarding handling the revenue collected during hours of operation (see attached). The project will be tested for approximately one month; the Board will then be updated of any changes needed to the draft policy, with the potential of final approval by the Board.

Memorandum of Agreement for Wolf Bridge Project, Middlesex Township, Cumberland County, Pennsylvania: Kirk Stoner reviewed the MOU regarding the project to move Wolf Bridge (see attached). There will be marketing of the bridge to find a new owner. If no one buys the bridge, a rehabilitation project will take place with Hertzler Bridge. A pledge of \$100,000 has been dedicated to the project.

Acceptance of Properties into the County Farmland Preservation Donation Program: Stephanie Williams explained the donation program process and mentioned that two land owners have donated land (see attached). Discussion took place regarding the quality of land. Commissioners requested that the Act 13 funds be used for the \$11,000 incidental costs.

Capital Project Requests:

1. **Coroner's Office:** — (Charlie Hall)

- a. New Vehicle Replacement — Total Project Cost: — \$87,759.00

This will be replacing their two oldest vehicles. The cost will be less than listed on the capital form. A final cost will be provided before Board approval.

Commissioners' Liaison Reports:

Commissioner DiFilippo

Library System Board: Met June 19. The July meeting is cancelled.

- Received their first rebate from the Rebate Program.
- Smart Money Manager Project has been instituted, which is the no cost credit card reader service.
- Site Assessment will be starting soon which will reduce staff time by 3%.
- Hiring for the Public Service and Staff Training Coordinator position – They have chosen an individual for this position.
- The Grants and Fund Raiser Project Coordinator application is available for the Board to review and they hope to fill the position by the end of the Summer.

WCCOG: Met June 12.

- Big Spring School District – imposed a 2.5% tax increase.
- Dickinson Township is working on their Comprehensive Plan and a Vision and Mission Statement.
- Penn Township –
 - Buck Shuler has been selected to fill a vacancy as Penn Township Supervisor due to a recent resignation.
 - An Award will be given to Road Master, Jeff Gilaugh and some of his crew for saving the life of a woman who was pinned under her car.
 - On June 19, the Planning Commission reviewed the Preliminary Plans for a potential warehouse on the Main's property.

- A special meeting will be held to review the Injection Well reports for the Ickes property.
- Shippensburg Township had a ribbon cutting for the new Loop Road that runs from the Luhrs Center to Route 696. A new bridge is in place at Fogelsanger Road over the Rails to Trails.

Girl Scout Gold Award: June 24, attended an Awards Ceremony to present a Certificate of Recognition to Charlotte Shunk for her Gold Award Project.

South Mountain Amateur Radio Event: June 24, attended the Amateur Radio Event and presented a Proclamation for their event.

Commissioner Hertzler

Housing & Redevelopment Authority Board: Met June 15.

- Adopted a new Strategic Plan as a guide for creating quality affordable housing and sustainable development opportunities.
- Due to the funding shortfall from the federal government, there is a waiting list of over 960 families for the Housing Choice Voucher program.

Aging Advisory Board: Met June 16.

- There was a presentation from Carolyn Blatchley, Library System Director, regarding the many projects they are working on and the Intergenerational Program.
- There is concern regarding the State Department of Aging's potential merge with State Department of Human Services.
- There is legislation pending regarding a study of the State Human Services Departments consolidation.
- The Aging Advisory Board has recommended a Board appointment to Raymond Skip Magaro of East Pennsboro Township, to fill an unexpired term.

Capital Region Council of Government: Met June 19.

- State Representative Patti Kim gave a presentation.
- There was discussion regarding the ongoing need for intergovernmental cooperation and the pros and cons of department consolidation.
- Commissioner Hertzler reported on the new County Electronics Recycling Center and the progress of the median barriers on I-81.

HATS: Met June 23.

- The Coordinating Committee adopted a Congestion Management Process Report to reduce traffic congestion and traffic safety across the region.
- Mike Keiser reported that the PennDOT project to install median barriers on I-81 has begun. Widening of I-81 between 581 and Route 114 has also begun, with the potential to be completed by the end of the year vs. the spring of next year.

Conservation District: Met June 27.

- The audit report from the County Controller's office resulted in an excellent report with no issues.
- The in-house erosion and sediment Control Plan Reviews completed for Department of Environmental Protection (DEP) have resulted in a revenue increase of \$71,900 from the previous year.

Commissioner Eichelberger

CCAP Governance Conference Call Meeting: Commissioner Eichelberger and Commissioner Hertzler participated in the discussion regarding Anti Gerrymandering.

MH/IDD: N/A

Recycling & Waste Authority: The Authority members had a tour of the new Electronics Recycling Center.

Planning Commission: Municipal Technical Assistance was provided to many municipalities. Also, assistance with Planning updates and Ordinance updates. Kirk Stoner will be providing some new ideas and planning applications/partnerships.

Economic Development Corporation: They provided a presentation regarding the new Tourism Product Development.

Report of Executive Sessions: Chief Clerk Thomas reported that there were executive sessions held on June 21, 2017 @ 2:30 p.m.; June 26, 2017 @ 11:00 a.m.; June 27, 2017 @ 10:00 a.m. Re: Personnel Issues.

Request for an Executive Session: Chief Clerk Thomas requested an Executive Session Re: Personnel Issues.

Adjourn: There being no further business to come before the Board the meeting adjourned.

Respectfully Submitted,

Jennifer Crum
Administrative Specialist